



September 3, 2014

KANSAS BULLETIN NO. KS 440-14-4

SUBJECT: PGM—Process for Adjusted Gross Income Eligibility Collection Activities for Financial Assistance and Easement Programs

Action required by: October 9, 2014 (Field Offices [FOs])

Action required by: October 23, 2014 (Area Offices [AOs])

Action required by: November 21, 2014 (State Office [SO])

Purpose. To provide follow up guidance to Bulletin KS440-14-2

Expiration Date. September 30, 2015

Background. Previous issued guidance directed FOs to conduct outreach activities through in person meetings with producers who were flagged as “Not Filed” or “COC-Not Met” for adjusted gross income (AGI) eligibility.

Explanation. Effective immediately per National Bulletin 440-14-14, collection activities must resume per information below.

Financial Assistance (FA) Programs—FOs are to provide a list of participants with contract numbers, amount due, and entity member if applicable, for program participants or entity members with AGI eligibility status designated with either the “Not Filed” or “COC-Not Met” flags to AOs **by October 9, 2014.**

A list of FA program participants with this criterion are currently available in Fund Manager under the “AGI Ineligible Contracts” report and in Program Contracts System (ProTracts) through the participant eligibility screen. These systems enforce the AGI determination applied by the Farm Service Agency (FSA) and applies payment blocks or payment reductions for the ineligible members’ percentages. A screen shot of the report in Fund Manager can be found below:

(more)

DIST: A, F, S, Nelson, Thurlow, Volkman

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Eligibility and Payment Limitations	
Eligibility and Payment Limitations	Administrative tool for updating payment limitation database and re-validating participant Eligibility information.
Annual Payment Limitations (APL)	Provides detailed item costs which count towards APL for a contract or tax id. Shows the sum of payments. Shows each entity (participant or member) for all the program contracts that contribute to the limit, and the item costs by FY.
EQIP Payment Limitations (PL)	Provides ability to search by a contract number or tax id to determine all applicable contracts that contribute to calculation of the EQIP Payment Limitation. Sections identify the 2002 Farm Bill (FB2002) \$450,000 limit and 2008 Farm Bill (FB2008) \$300,000 limit and provide details on entity members.
Payment Limitation Report	Provides summarized and detailed payment limitation information for a single contract, and across all contracts.
Contract Eligibility Report	Provides an eligibility summary for participants and members
Eligibility and Payment Limitations Summary	Provides a participant summary of payment limitation with regard to obligation.
Applications and Contracts with Eligibility Issues	Report of all the eligibility values for applicants and participants. Access to national level tool for administrative override.
Applications and Contracts with AGI Member Eligibility Issues	Report of all Entities and Joint Operations with AGI ineligible members that may result in a commensurate payment reduction.
AGI Ineligible Contracts	Report of contract participants and members that are either AGI ineligible as a result of an SED determination, or whose AGI eligibility changed from Compliant - Producer to Not Met.
Eligibility Rule Report	Displays rules used to determine eligibility for contract participants.
Eligibility Rule Interpretation Report	Displays the interpretation of eligibility as codified for eligibility rules.

Easement Programs—FOs will follow the above FA programs guidance for Wetlands Reserve Program (WRP) restoration cost-share agreement enrollments (not conservation program contracts associated with easement restoration).

AOs will forward the compiled lists to the respective SO contact **by October 23, 2014.**

The STC will issue letters to the participant(s) notifying them of the necessary collection amount with appeal rights **by November 21, 2014.**

Contact: Forward questions through established channels to Xiomara Tryban, Assistant State Conservationist (ASTC) for Programs, at xiomara.tryban@ks.usda.gov, or (785) 823-4569; or Gaye L. Benfer, Acting ASTC for Water Resources at gaye.benfer@ks.usda.gov, or (785) 823-4508.

(Signed)

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State Conservationist